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DACCA ALLOWANCE CODE.

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Summary of the rules for the grant of allowances to officers accompanying His Excellency the Governor of Bengal to and from Dacca. Officers who move to Dacca with the movement of the head-quarters of the Government of Bengal.

THE following heads of departments accompany the Government to Dacca:—

The Director of Public Instruction.

The Inspector-General of Police.

The Inspector-General of Prisons.

The Inspector-General of Registration.

The Inspector-General of Civil Hospitals, Bengal.

The Sanitary Commissioner.

The Director of Land Records.

The Director of Agriculture.

The Commissioner of Excise and Salt, Bengal.

Any addition to and modification of the above list requires the special sanction of Government.

Travelling allowances.

2. All officers of the Secretariat, including the inferior servants, draw travelling allowance at the rates laid down in the Civil Service Regulations.

Extra allowances at Dacca.

Assistants.

3. Allowances on the following scale will be granted, in addition to salary, from the day of leaving Calcutta to the date of return:—

	Extra allowance per mensem.
	Rs.
For Registrars, head assistants and other assistants whose actual salary is Rs. 200 per mensem or more	65
For assistants whose actual salary is Rs. 150 and less than Rs. 200	60
For assistants whose actual salary is Rs. 100 and less than Rs. 150	52
For assistants whose actual salary is Rs. 60 and less than Rs. 100	44
For assistants whose actual salary is Rs. 25 and less than Rs. 60	35

4. Temporary clerks are eligible for allowance at the rates given above provided the grant of the allowance is sanctioned by a competent authority (*vide* India, Public Works Department No. 1436 1449 E., dated 5th December 1912).

Inferior servants.

5. An addition of one-fourth of salary from the day of leaving Calcutta to the day of return thereto with an extra allowance of Re. 1 to those whose salary does not exceed Rs. 12 for the period of residence in Dacca.

Charge allowances.

6. The following charge allowances are granted :—

To the head assistant or assistant in charge of an office at Dacca—

	Per mensem.
	Rs.
If the number of Assistants, excluding the officer in charge, exceeds nine ...	80
If the number of Assistants exceeds three	50

These allowances are payable during the period spent on service in Dacca and are admissible without reference to other allowances to which the officers are entitled.

House-rent.

7. Assistants for whom it is not found possible to provide accommodation in Government buildings will receive house-rent allowance at the following rates :—

	Per mensem.
	Rs.
Assistants drawing pay not less than Rs. 400 a month	25
Assistants drawing pay not less than Rs. 100 a month	20
Assistants drawing pay less than Rs. 100 a month	10

The house-rent allowance admissible under this rule is regulated as follows :—

(1) If an assistant arrives in Dacca between the 1st and 15th of any month, the

allowance will take effect from the 1st, and if he arrives between the 16th and 30th—31st, it will take effect from the 16th.

(2) If he leaves Dacca between the 1st and 15th, the allowance will continue till the 15th, and if he leaves between the 16th and 30th—31st, it will continue till the end of the month.

In each case the head assistant in charge must certify that the rent was actually paid by the assistant for the period in question, and that it was impossible for him to procure accommodation for the broken period.

Inferior servants are entitled to free accommodation.

When quarters are not available for any servant in a Government building, house-rent not exceeding Rs. 2 a month may be granted under a special order of Government.

Advance of pay.

8. An advance of one month's pay to be recovered in three equal successive monthly instalments may be granted by the Accountant-General, Bengal, under orders of heads of departments and officers, to ministerial officers accompanying them to Dacca.

9. An officer who accompanies the headquarters of Government to Dacca may draw his pay and the allowances admissible under these rules either at Dacca or in Calcutta, or partly at Dacca and partly in Calcutta.

Miscellaneous.

10. The establishments of heads of departments and any other officers whose attendance at

Dacca the Government may, on public grounds, direct, should be treated on the same footing in respect of travelling and other allowances as are prescribed for the Secretariat establishment. But smallest possible establishment should be taken on these occasions.

11. Allowances payable to establishments during the Governor's tour by land or river are regulated by the ordinary rules of the Civil Service Regulations.

Tour Contingencies, Civil Secretariat.

12. All bills for each month must be adjusted during the first week of the ensuing month, or more frequently if the amount to be adjusted is large.

13. All sums drawn in advance from the Treasury will remain with the Assistant in charge of the Accounts Department on tour, and he alone will make all payments.

14. The head assistants in charge will sign vouchers and orders for the supply of articles required when the value does not exceed Rs. 20 in each case. The person who signs an order will be responsible that the articles signed for are required and are actually supplied, and it must be understood that if retrenchment is ultimately ordered, it is he who will have to make good the amount. Contingencies exceeding Rs. 20 in each case will require the sanction of the Under-Secretary.

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